

# LABOR NEGOTIATOR

## Milwaukee, Wisconsin

### THE POSITION:

The Labor Negotiator serves as a member of the Mayor's cabinet and is the City of Milwaukee's chief spokesperson and agent in labor relations matters. This position develops and administers a comprehensive labor relations program for the City under the general direction and guidance of the Mayor, the Labor Policy Committee of Common Council and the Director of Employee Relations. Major responsibility areas include:

- Contract Negotiations: Responsible for the negotiation of labor contracts with 19 bargaining units. Responsible for the development of an operating strategy to effectively manage the City's interest in the collective bargaining process.
- Contract Administration, Interpretation and Training: Responsible for management's interpretation of all negotiated contract matters.
- Grievance Administration: Responsible for administering the grievance procedure at all steps to ensure compliance with negotiated contract language and to encourage settlement at the lowest possible step.
- Arbitration: In conjunction with the City Attorney's Office, responsible for preparing and presenting the City's case at interest and grievance arbitration proceedings. Responsible for analyzing and making decisions regarding the handling of grievance arbitration requests.

- Responsible for overall direction and operations of the labor relations division including planning, staff supervision and evaluation, hiring, diversity, staff training and development, and budgeting.
- Also responsible for analyzing and developing recommendations in the areas of pension, health insurance and other important issues; Wisconsin Employment Relations Commission matters such as unit determinations and clarifications and prohibited practice hearings; consulting with City departments and Employee Relations staff on matters relating to contract administration and negotiations; and advising with regard to legislative and other actions which may affect employee relations.

*Note: This non-civil service position is appointed by the Mayor and requires confirmation by the Milwaukee Common Council.*

### REQUIREMENTS:

1. Bachelor's Degree from an accredited college or university preferably with a major in labor/industrial relations, public administration, business administration, psychology or related field. A related graduate degree is desirable.
2. Five years of significant experience in labor relations activities including collective bargaining/negotiations and grievance administration. Managerial experience in a multi-union environment is desirable.

NOTE: Managers with other backgrounds which demonstrate significant managerial and leadership experience are also encouraged to apply. Equivalent combinations of education and experience will be considered.

3. Knowledge of collective bargaining, contract and grievance administration, and interest and grievance arbitration. Knowledge of/ability to understand and interpret the Municipal Employment Relations Act and Wisconsin Employment Relations Commission proceedings.
4. Knowledge of bargaining issues such as health care cost containment and pensions.
5. Ability to negotiate effectively; interpersonal, consensus-building and persuasive skills, and ability to establish working relationships with City and Union officials.
6. Leadership, initiative and the ability to work under pressure.
7. Ability to analyze complex situations, diagnose problems, and make decisions.
8. Strong organizational and planning skills and the ability to effectively direct and supervise staff activities.
9. Strong oral and written communication skills and the ability to present ideas and recommendations clearly and convincingly.
10. Residence in the City of Milwaukee within six months of appointment.

**SALARY:** The 2005 starting salary is \$78,751 and possible annual increments to \$110,255 per year.

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**LABOR RELATIONS:**

Approximately 6,300 of the City's 7, 200 employees are members of bargaining units represented by 19 unions. Most City contracts have a two to three year duration and run from January to January.

The City's labor relations activities are governed by the Municipal Employment Relations Act (MERA), Chapter 111.70, Wis.Stats. ; regulations of the Wisconsin Employment Relations Commission; and Federal laws and City ordinances.

Labor Relations' initiatives for 2005 include facilitating training for supervisors managing in a unionized environment as well as training for supervisors relative to grievance processing and establishing positive labor management relations.

**MILWAUKEE:**

Milwaukee has old world charm and cultural and recreational facilities to meet virtually every taste. Bordered on the east by Lake Michigan and on the west by glacial lakes and forested terrain , metropolitan Milwaukee is ideally situated for outdoor enthusiasts. There are almost 15,000 acres of park land in the county alone, including several miles of lakefront access and hiking, jogging and biking trails.

Milwaukee features a world-class symphony orchestra and is home to several universities, a world-class zoo, an Olympic speed skating rink, six professional sports teams, and the world's largest summer music festival.

Milwaukee is a great place to work, to live, and to raise a family.

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